

Mawnan NDP Steering Group meeting 14th August 2017

Present: Terry Damer (Chair); Jon Holt, Richard Martin, Liz Lloyd, Dennis McQuillan, Jackie Whibley, Peter Stokes, Mick Hartley, Nigel Gilmore, Elaine Mountford & Rex Sadler, Lisa Clements (Parish Clerk)

Apologies:

1 Minutes of last meeting

Designation Letter reply received from Cornwall Council very quickly. Consultation now open.

A4 laminated maps distributed to all members by Dennis. 6 x A3 maps produced for Working Group reference materials. 3 x A1 maps requested from Cornwall County.

2 Finance

Peter Stokes – lots of finance work to do before being able to submit a grant application, including a rough starting budget & project plan. Some questions on the paperwork are optional, and it looks like a total of 4 applications per ring-fenced grant of £6000 are possible so it is looking like 2 applications this year and maybe one next.

In agreement with the parish clerk, petty cash requests will be processed through the normal parish finances and would need to follow their guidelines. A decision on who will be required to sign off on NDP spending would need to be agreed (either of Terry, Dennis & Peter for up to £100 – and two of them for greater amounts), with claims collected at the regular monthly NDP meeting (usually a week or so before the parish council meeting) and passed on to Lisa.

Mick Hartley asked if this is the only funding stream for NDPs? The Parish Council could be asked to raise the precept, or at one point the National Lottery were funding some grants towards NDPs. Jon Holt asked if there was any info on what other NDP areas had been spending or had provided project budgets that we could look at.

Peter Stokes thought that much of the first budget would have to be based on educated guesswork, with a large proportion of money being allocated to publicity and probable consultant fees.

3 Communication & Publicity

Jackie Whibley- There was a separate Communications Committee meeting, at which unfortunately Dan Cox felt he had to resign. Anna Druce will be providing what assistance she can with our online presence without compromising her 'day job' working for the localism team. Fortunately she is linked to the PTA at the primary school and will be working to bring the new Headteacher into the fold when she arrives.

Costs for a dedicated NDP website were discussed, ranging from £1000+ to £300 for a mirror of the Parish Council site. Using a specific NDP logo was also discussed. Jackie Whibley had been going to talk to Kevin Bate about approaching Jamie Siebert (of 20/20 Design in Falmouth) to see if he could do something / donate expertise, but it was decided that others on the steering group who already know Jamie should speak to him direct.

- **Events**

It was agreed to go all out to target the Fun Run at the end of September with flyers, maps & info sheets. The A1 maps would be available with pins/post-its to add comments on areas for building, areas to protect, heritage sites etc. We needed to collect from the community an idea of what they love most about Mawnan to use as baseline data. Terry agreed to contact Libby about borrowing a gazebo if possible. Dennis has a fall back large tent option.

It was agreed that a clearer idea on the first questionnaire for this event was needed but that people should also be encouraged to comment on what they thought had been missed to engage them more.

Jackie handed out the list of Mawnan addresses by postcode and everyone was asked if they could show what areas they would be available to cover in a door to door maildrop. The Fun Run already cover part of the village affected in early September so if we want to join their delivery arrangements we need to get the flyer info asap. Anna to provide draft information on "Why a NDP" for the flyer. Clerk to contact as many community groups as possible by email asking them to get the word round about the NDP meeting as soon possible.

Community Network Meeting to be held at the Bowling Club on 5th September – Mark James agreed to arrive at 6.30pm prepared to answer generic NDP questions from the whole CNA. Dennis & Jackie agreed to act as collation point for us and attend this session.

1st Public NDP Meeting scheduled for 11th September @ the Bowling Club. As much advertising as possible was to go into this – inclusion in the Mawnan Diary was left to the clerk – posters on the noticeboard, doctors, café, shop, pub etc. to be arranged. This will be included in the flyer with the Fun Run, Anna's "Why a NDP", and a map of the parish.

Need to remember to target businesses, landowners, local groups, schools, those on housing register, stakeholders groups & tourists (resident /business/ tourist to have separate coloured post-its)

4 Working Groups

Ideally these should each be chaired by a member of the Steering Committee – now is the time where extra bodies need to be roused. Terry agreed to write a short email to go to everyone who originally offered to help out saying "now was the time" and to "bring a friend".

Initial thoughts on the working groups were: Housing; quality and design; traffic & transport; business & employment; Leisure & tourism; the environment; amenities. It was agreed Dennis would try to provide a 'bubble map' of these to go up at the meeting on the 11th still leaving space for other options to be added if needed.

- **Area representations (see above)**

- **Local Landscape Character Assessment (LLCA)**

This should be considered as a precursor to everything else in the plan. The more detailed this is at a local level the better it will inform the NDP. Dennis had pulled out the 2007 area data as a starting point and had agreed to chair the working party on this initially. It would need lots of 'feet on the ground' to complete properly.

Rex Sadler asked if we thought we would need a professional to overview/develop our LLCA information as well as the strategic review later on. Nigel Gilmore was to sound out contacts to see if he could get any help, but agreed a professional eye would not go amiss. It could be something brought up at the public meeting – we don't know what kind of skills the parish actually holds. We needed to go out looking for those with expertise – this could include asking help from the University or offering credit/ guaranteed publicity to local businesses.

5 Date of next meeting (open to public)

Meeting 11th September at 7pm at the Bowling Club. Flyers, posters, maps etc. should be available. Please tell everyone you know about it – be repetitive & boring!

Next Public meeting pencilled in for 13th November – steering group meeting may be more regular.

6 Any Other Business

Jon - Are the working groups going to be allocated before the fun run? Are we going to put up headings for people to add comments to rather than just blank sheets?

Historic info & perspective – see Sylvia King/ Historic Society as they have a wealth of resources to hand.

Meeting finished at 9.00pm

T Damer
Chair
Mawnan NDP
Steering Group

23 August 2017